APPLICATION # _____

APPLICATION FOR A FLOODPLAIN DEVELOPMENT PERMIT

Application and submittal requirements must be submitted with appropriate fee. Submit to: Lake County Planning Department, Lake County Courthouse, 106 Fourth Avenue East, Polson, MT 59860, Phone: (406) 883-7235 Fax: (406) 883-7205. Any application materials that are not complete will be returned to the applicant.

$250 for single dock/sea wall/agricultural structures
$450 for small-scale project (<15,000 cubic ft fill, rip rap, minor stream crossing, campground domestic well)
$750 for large-scale project (>15,000 cubic ft fill, bridges, levee, commercial flood proofing, channelization, dam, water diversion)

For other fees (after-the-fact applications, extension of existing permit, floodplain map revision, variance/appeal) please contact the Planning Dept.

These instructions apply to all construction/projects within any designated 100-year floodplain as delineated on the FHMB, FIRM, SCS/NRCS floodplain maps, COE floodplain maps, etc.

Name of Applicant: _____

Address: _____

City: _____ State: _____ Zip: _____ Phone #: _____

E-mail: _____

Local Agent (if any): _____ Address: _____

City: _____ State: _____ Zip: _____ Phone #: _____

E-mail: _____

Legal Description: T. ____ N., R. ____ W., Sec. ____ Lot size _____ acres/sq. ft.

Subdivision: _____ Lot: _____ Block: _____

Are there any restrictive Covenants on the property? Yes _____ No _____

Zoning district? _____ Sub-unit: _____

Tax ID Number: _____ Geocode: _____

Submit one copy of the following:

1. **A list of adjacent property owners and their mailing addresses** *(This information is available from the County Clerk & Recorder's office)*

Submit <u>two</u> copies of all of the following:

2. **A completed <u>Joint Application for Proposed Work in Montana's Streams, Wetlands, Floodplains, and Other Water Bodies</u>**. The joint application may be used to apply for permits from other agencies.

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Copies of all permit approvals received from other agencies must be forwarded to the Lake County Floodplain Administrator. A floodplain development permit application shall not be considered complete until all necessary permits have been received from other governmental agencies from which approval is required by Federal or State law (44 CFR 60.3(a)(2)). This includes local and tribal codes.

3. A detailed site plan, drawn to scale, showing the following:

- Property boundary lines of the subject property and those in the immediate vicinity of the project.
- Location of all floodplain boundaries in the vicinity of the project as depicted on the floodplain maps, and location of the channel.
- Locations and dimensions of all existing and proposed structures.
- Location and dimensions of all existing and proposed improvements, including driveways, roads, culverts, bridges, ponds, buildings, wells, septic systems and other structures.
- Location of all existing physical features in the vicinity of the project, including ponds, swales, streams, and irrigation ditches.
- Elevation of the project area (utilizing a contour interval appropriate to adequately review the project proposal) and the base flood elevation if known; elevation of the lowest floor including basement or crawl space of proposed structures; finished grade elevations of streets or roads.
- Location and dimensions of any existing or proposed fill, storage, or materials site(s).

4. Statement specifying the amount of excavated materials or fill quantity estimates that will be removed or placed within the floodplain, along with supporting calculations. Specifications for all fill material (type, size, etc.) Specifications for storage of fill and excavated materials.

5. Project specific requirements:

A. For a house submit:

- The existing ground elevation at the location of the proposed house and the calculated height of the 100-year floodplain (will need to work with a surveyor to obtain this information)
- Calculations for the amount of fill (in cubic yards) to be placed in the floodplain. Residential structures shall be constructed on suitable fill with a permanent foundation such that the lowest floor (including basement) level is two or more feet above the base flood elevation. The suitable fill shall be at a level no lower than the base flood elevation extending 15 feet at that elevation beyond the structure in all directions.
- Specifications for flood proofing the electrical, plumbing, and heating systems
- Specifications for storage of materials.

B. For any other building submit:

- Drawing of the building
- Statement indicating which of the two development standards will apply:
  (a) If the structure is designed to allow internal flooding of the lowest floor, use of the floor shall be limited to such uses as parking, loading areas, and storage of equipment or materials not appreciably affected by flood water. Further, the floors and walls shall be designed and constructed of materials resistant to flooding up to an elevation of 2 or more feet above the elevation of the base flood. Structures designed to allow internal flooding shall be designed to equalize hydrostatic flood forces on exterior walls by allowing for the exit and entry of flood waters.

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(b) Structures whose lowest floors are used for purposes other than parking, loading or storage of materials resistant to flooding shall be flood proofed up to an elevation no lower than 2 feet above the elevation of the base flood. Flood proofing shall include impermeable membranes or materials for floors and walls and watertight enclosures for all windows, doors, and other openings. These structures shall be designed to withstand the hydrostatic pressures and hydrodynamic forces resulting from the base flood

- Specifications for flood proofing the electrical, plumbing, and heating systems
- Specifications for storage of materials.

C. For a bank stabilization submit:

- Description of existing conditions
- Historical overview of trends in the river movement; if any
- Description of the problem
- Description of the objectives of the project
- Short description of design alternatives that were considered, if any, but rejected, and an explanation of why each was rejected
- Typical cross-section (based on survey data) of the river from bank to bank, which shows the existing condition and proposed treatment and the height of the 100-year flood event, the base flow elevation, and the bank full elevation
- Longitudinal profile of the river surface and bed in the project area
- Plan view (using an aerial photograph as a base) of the project are which shows the beginning and ending points of the treatment and the various types of treatment
- Specifications for the treatment material (type, size, quantities, etc.)
- Calculations to show the proposed project will not raise the elevation of the 100-year floodplain more than 6 inches above the 100-year floodplain elevation as documented on the floodplain maps
- Description of the project implementation (project phases, sediment control, staging area, cleanup, etc.)
- Specifications for storage of materials.

D. For a bridge submit:

- Drawings and specifications for the bridge as certified by a professional engineer
- Calculations for the amount of fill to be placed in the floodplain
- A cross-section at the location of the bridge which shows the existing condition and the elevation of the 100-year flood event
- Specifications for storage of materials.

E. For a pond submit:

- Description of existing conditions
- Description of the objectives of the project
- Calculations for the amount of material to be removed from the pond
- Description of where the material will be placed outside the floodplain
- Specifications for storage of materials.

F. For roads and driveways submit:

- Description of existing conditions
- Description of the objectives of the project
- Calculations to show the culverts will be large enough to handle the expected flows
- Specifications for storage of materials.

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G. For all other work submit:

- All information necessary to demonstrate compliance with the Lake County Floodplain Regulations.

6. Certifications and statements:

- A professional engineer's or registered architect's design calculations and certification that the proposed activity has been designed to be in compliance with the Lake County Floodplain regulations.
- A definitive signed statement from a qualified engineer or individual with floodplain experience that the project can withstand a 100-year flood.
- A definitive signed statement from a qualified engineer or individual with floodplain experience that the project will not adversely affect surrounding land owners upstream, downstream, across stream or adjacent to the proposed project area.
- A definitive signed statement from a qualified engineer or individual with floodplain experience about the ability of this project to withstand the 100-year flood event and what effect this proposed project will have on the 100-year Base Flood Elevations.

Once a final application is received, it will be reviewed to make sure the information is sufficient. If it is not sufficient, the applicant will receive a letter explaining the deficiencies. Please note that as part of the review process, the adjoining property owners will be notified about the proposed work, and a legal notice will be placed in the paper containing a brief description of the application.

I, _____ , hereby depose and say that all of the above statements and the statements contained in the documents hereto attached are true and correct to the best of my knowledge and belief. Furthermore, I hereby grant permission to the members of the County Planning Staff, Board of Adjustment, or their designated agents to enter onto the subject property for the purposes of evaluating this application and any construction which has or will occur as a result of this application.

Landowner Signature: _____ Date: _____

Incomplete or erroneous applications will be returned to the applicant.